

**TIMBER RIDGE HOMES ASSOCIATION  
REQUEST FOR TRUSTEE OR DIRECTOR APPROVAL  
ARCHITECTURAL MODIFICATION REQUEST FORM**

This form **MUST** accompany all requests

Date \_\_\_\_\_  
Address \_\_\_\_\_  
Owner's Name \_\_\_\_\_  
Email \_\_\_\_\_ Telephone # \_\_\_\_\_

This request is for: \_\_\_\_\_

For approval, all submissions must include the following information:

- ( ) Type of material used (decks, stone walls, pergolas, pools)
- ( ) Actual drawing of item
- ( ) Plot plan showing the location of the proposed submission in relation to the home
- ( ) A description as accurate as possible (pictures and drawings are always helpful)

1. Please read your Covenants and Restrictions prior to submitting any requests. This can save both time and expense.
2. Directors only approve based on style, size and location of requested additions. Where any question(s) exist, the Covenants & Restrictions will be used as the determining guide.
3. Under no circumstances does the Directors approval indicate full authorization. Anyone submitting should get the necessary government (County Planning and Building Commissions) authorization for all planned work.
4. If you proceed with work without getting all necessary approval, you may be subject to legal proceedings as well as the removal of any unauthorized improvements.

\_\_\_\_\_  
Homeowner(s) Signature Date \_\_\_\_\_

Unless you are notified otherwise, this request form along with all pertinent information should be mailed to:

HOA Management Experts  
Timber Ridge Homeowner's Association  
7628 N Oak Trafficway  
Gladstone, MO 64118

816-200-0100  
MemberServices@home123kc.com

This request is:

- ☐ Approved
- ☐ Denied – if denied, the reasons are as follows:

Reasons: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_